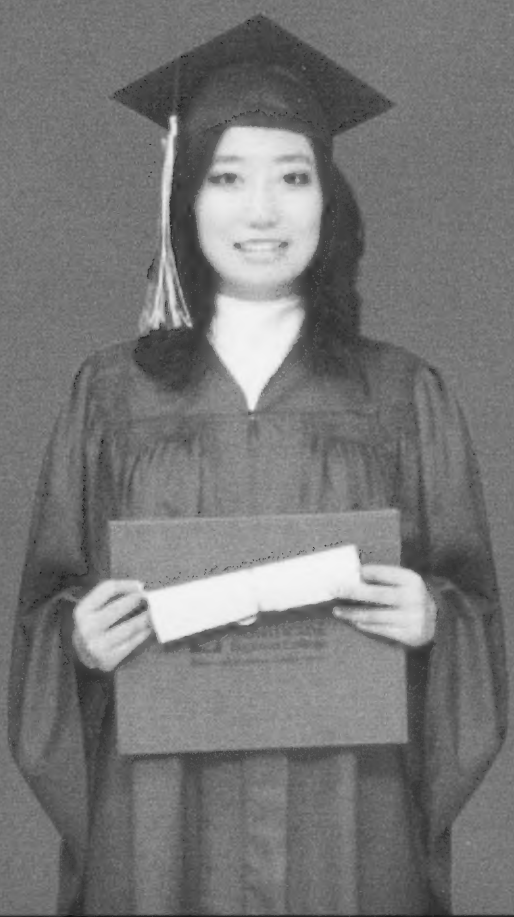
Southeast
Regional College
Where minds and possibilities meet.

Southeast Regional College Annual Report 2011–2012



It takes an entire
COLLEGE
to create one
GRADUATE

Mission Statement

Vision

Leading the way, reaching people and communities through the power of learning.

Mission

To provide access to learning experiences and information that enable people and communities to meet the realities of today and create opportunities for tomorrow.

To achieve this...

We ***serve learners*** by using our strengths and expertise to create student-focused programs and facilitate access to programs developed by others.

We ***support communities and people*** by providing learning experiences that help them to develop and adapt to change.

We ***support*** our colleagues with cooperation, teamwork, encouragement, and mutual respect.

We provide ***collaborative, innovative leadership*** in creating and ensuring learning opportunities.

Values

We believe living is learning, and everyone should have the opportunity to learn. Access to knowledge and information is vital to health, growth, and development for individuals and communities.

We believe our plans and programs should be community based. We involve communities and community based groups in the college, and we provide support to them through community development and the use of community resources. Our activities are focused on the needs of the learners and the clients we serve. We seek partnerships and collaboration, and we practice decision-making that is open, honest, participative, and inclusive.

We place a high value on flexibility and innovation. Our programs and services are responsive to the changing needs of communities and individuals. We welcome change as opportunity, and we act as agents of positive change that reflects our vision, values and mission.

We place a high value on a positive and professional environment. Our everyday attitudes and behaviors reflect enthusiasm towards learning and work, a sense of humour in the face of challenges, and enjoyment in the company of colleagues and those we serve. We are committed to professional development.

We respect people. We appreciate diversity and encourage tolerance. We recognize individual contributions. We treat people fairly and equitably.

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Letter of Transmittal

The Honourable Don Morgan, Q.C.

Minister of Advanced Education

Room 361, Legislative Building, 2405 Legislative Drive

Regina, SK S4S 0B3

DEAR MINISTER MORGAN:

On Behalf of the Southeast Regional College Board of Governors, I am pleased to present our Annual Report for the year ending June 30, 2012, in accordance with Section 16 of the *Regional Colleges Act* and Section 14 of the *Regional College Regulations*.

Respectfully submitted,

Judith A Jones

Judi Jones

Acting Chairperson, Board of Governors

Southeast Regional College

Board's Report

Board of Governors: 2011-2012

*Back: **Dale Felgate** (Estevan), **Keith Zabolotney** (Assiniboia)*

*Middle: **Brenda Stevenson** (Montmartre), **Sheila Sterling**–Chair to Feb 2012 (Antler), **Jonathan Marcotte**–Board Member to Feb 2012 (Weyburn), **Bernie Bjorndalen** (Estevan)*

*Front: **Judi Jones**–Vice chair to Feb 2012, Acting Chair from Mar 2012 (Weyburn)*

AS THE REGION REBOUNDED in 2011-2012 from a historical year for flooding, Southeast Regional College remained focused on the completion of our new Saskatchewan Energy Training Institute facility in Estevan. This state-of-the-art training facility became a reality with funding from the provincial and federal governments through the Knowledge Infrastructure Program that was part of Canada's Economic Action Plan. We are grateful for the confidence and support the federal and provincial governments have shown in the College's ability to meet learner and labour market demands with this substantial investment. It was a pleasure to celebrate the Grand Opening event in May with our College staff as well as special guests MP Ed Komarnicki, MLA Doreen Eagles, and Estevan Mayor Gary St. Onge.

Throughout 2011-2012, Board members supported each other in developing their skills and knowledge in the areas of leadership and development. As such, Board members attended a governance workshop entitled Governance Essentials, and the

Board's Report

Saskatchewan Regional Colleges' Conference in Melfort. Board Members also supported College staff and students by attending events such as a VIP Luncheon for the Cowessess Ready to Work Cooking and Serving program, and various Adult Basic Education graduation ceremonies.

Looking forward, the Board is committed to improve the effectiveness and efficiency of the College, enhance the working environment, and establish, measure, and achieve outcomes. Throughout 2011-2012 the Board engaged in a strategic planning vision and process that will achieve this, and position the College to meet the educational needs of students and the College community.

The Board would like to take this opportunity to thank Past Chairperson Sheila Sterling and Board Member Jonathan Marcotte for their dedicated services to the Board. We would also like to congratulate our management, staff, and students on their accomplishments in 2011-2012 and their commitment to excellence in education.

2011–2012 Board Meetings

Date/Time	***Location***
Wednesday, September 7, 2011	*Assiniboia*
Wednesday, October 5, 2011	*Weyburn*
Wednesday, November 2, 2011	*Moosomin*
Wednesday, December 7, 2011	*Weyburn*
Wednesday, February 1, 2012	*Weyburn*
Wednesday, March 7, 2012	*Weyburn*
Wednesday, April 4, 2012	*Estevan*
Wednesday, May 2, 2012	*Weyburn*
Wednesday, June 20, 2012	*Weyburn*

President and CEO's Message

AS A SASKATCHEWAN REGIONAL COLLEGE, we provide valuable training opportunities and play a vital role in fulfilling Saskatchewan's labour market demands. As Southeast Regional College, we accomplish this mandate with a passion for education and a vision of reaching people and communities through the power of learning.

Interim President & CEO, Jody Holzmiller, introducing Premier Brad Wall at the Estevan Chamber of Commerce Annual General Meeting in March 2012. Photo by Brian Zinchuk/Pipeline News

In 2011-2012, the College was pleased to add six new Levels 1 and 2 Adult Basic Education (ABE) programs throughout the region. Our team of talented ABE instructors and Student Services Counsellors worked closely with our ABE students, which resulted in a 38% increase in ABE graduates over the previous year, and also aided a number of ABE grads in pursuing post-secondary programs at the College. Furthermore, all of our campuses continued to run successful English as Another (EAL) Language programs with increasingly higher Enrollments, which is an indication of the impact that immigration is having throughout our region. Not only are our dedicated instructors teaching the basics of the English language, but they also provide activities that familiarize our students with the Canadian culture and welcome them into our local communities.

With a focus on health, trades, and industrial sectors, our Institute Credit programming graduated a total of 143 students in 2011-2012 with skills and abilities to directly enter the Saskatchewan labour market. On-reserve programming accomplishments included the continuation of the Cowessess Practical Nursing program as the only program of its kind in the province, and the Indigenous Peacekeeping program at White Bear First Nations marking the first time this program has been accredited in Saskatchewan. Another first for the College was the launch of two University of Regina community-based Masters of Education programs, with a total of 33 students enrolled. All of these programs required countless hours of preparation and cooperation from our dependable College Services teams.

With the strong natural resources economy in southeast Saskatchewan, Industry Credit programming continued to thrive with a 1.5% increase in Enrollment. The College showed its dedication to innovation with the purchase of a new driver training simulator and the launch of a new Skid Control and Driver Evaluation program. Previously sourced from an out-of-province trainer, the course can now be offered locally at a lower cost to the College. The program has caught on quickly with our industrial training partners thanks to the dedicated relationship-building activities of our Campus Management and Business Consultant teams.

Great strides were made in 2011-2012 with respect to the College's facilities thanks to the commitment of our Facilities and IT teams. The Moosomin Learning Centre was completed and a Grand Opening took place on November 29, including a number of special guests from the community. The Learning Centre will provide training space for the English as Another Language (EAL) program and other programs. Further south in Estevan, our Saskatchewan Energy Training Institute facility reached substantial

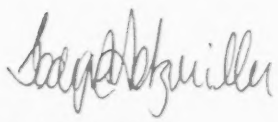
President and CEO's Message

completion in late December, began offering classes in late January, and hosted a Grand Opening ceremony on May 25. The Grand Opening included presentations from special guests MP Ed Komarnicki, MLA Doreen Eagles, Estevan Mayor Gary St. Onge, and Bernie Bjorndalen of our Board of Governors. Finally, negotiations in Weyburn continued on a positive note with all partners including the Ministry of Education, Ministry of Advanced Education, and local school divisions, regarding the design of a new Weyburn campus. A project team was created and College staff were given the opportunity to provide valuable input and insight to the facility which, once completed, will fulfill the College's long-term strategic priority to upgrade all of its main campus locations.

We pride ourselves in being connected with our communities and made it a priority to support and attend many community events in 2011-2012. This included sponsorship of the Indian Head Main Street project, co-presenting with the City of Weyburn to a Ukrainian Delegation, and attending the Kahkewistahaw First Nation Pow-wow. As well, it was also an honour for me as Interim President & CEO to introduce the Premier of Saskatchewan, Brad Wall, on behalf of the College at the Estevan Chamber of Commerce Annual General Meeting and banquet.

Planning was a major focus in 2011-2012, and the College undertook many strategic planning activities as it nears the end of a five-year strategic planning cycle. Beginning in November 2011, the Board and leadership team met in Moose Jaw for a one-day strategic planning seminar. Following that, a Director of Strategic Planning was hired to assist with the planning process. Subsequent meetings with internal stakeholders, including Board, Management, and staff, have provided information that will guide the strategic planning process. Moving forward, our Management team is extremely excited about planning and maintaining a strategic direction for the College for years to come.

Aside from fulfilling labour market demands, Southeast Regional College changes lives through education. Our campuses and classrooms are filled with talented instructors, managers, and staff who are dedicated to changing lives in our communities and in our province. Knowing that our students leave our College with the tools to succeed in their chosen field, and in life, is something that everyone at Southeast Regional College is proud of.



Jody Holzmiller
Interim President & CEO

President and CEO's Message

Southeast Regional College's Saskatchewan Energy Training Institute was completed in 2011-2012. The 44,000 square-foot training facility was funded from the provincial and federal governments through the Knowledge Infrastructure Program that was part of Canada's Economic Action Plan.

Strategic Plan and Goals

SOUTHEAST REGIONAL COLLEGE, after an extensive and inclusive strategic planning process, developed a five year strategic plan in 2008-2009. This is the fifth and final year of this plan, and our six goals remain as follows:

GOAL 1 **Student Satisfaction**

Our goal is to ensure all students, prospective students and clients are completely satisfied with each and every encounter with the College end to end, from their first inquiry to their experiences as Alumni.

GOAL 2 **Academic Excellence**

Our goal is to ensure all students achieve the highest accomplishments they are capable of and reach their full potential.

GOAL 3 **Administrative Excellence**

The College's administrative and business processes are both "effective" (what we do) and "efficient" (how we do it) and are backed by appropriate documentation e.g. planning and budgeting processes, policies, procedures, job descriptions, task lists, and document control.

GOAL 4 **Market Responsiveness**

Recognizing that training and education needs change over time, SRC has effective and proactive methods of assessing need so we can respond with relevant programs (existing, modified, or newly developed) utilizing delivery methods (flexible, modular and portable) most convenient to our students.

MAJOR ACHIEVEMENT: **Refresh, not Rebrand**

An online marketing survey in the summer of 2011 revealed that College stakeholders, both internally and externally, have a great amount of trust with the Southeast Regional College brand. As such, a recommendation was made from an outside agency to simply "refresh", or modernize, the current Southeast Regional College and Saskatchewan Energy Training Institute logos. New logos were created and vetted through the College Board, Management, and staff and are ready for launch in 2012-2013. A brand awareness campaign is also in development in response to survey data that indicated there is still some work to be done on brand awareness and perception of what types of training the College provides.

GOAL 5 **Functional Facilities**

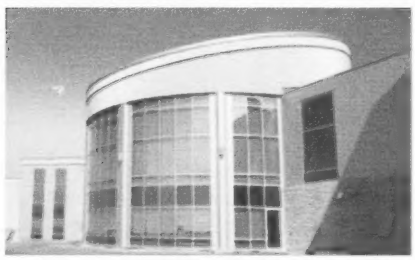
College facilities (whether owned, on a long-term lease, or a short-term rental) are strategically located within our region, project a professional image, and are healthy and safe. Their design enhances staff productivity, can accommodate varying programming, and provides an environment conducive to learning. Investment in "bricks and mortar" is driven by market need and justified through a cost/benefit analysis.

Strategic Plan and Goals

MAJOR ACHIEVEMENT: Completion of new Estevan facility

Faced with substantial challenges surrounding the construction of a $14 million facility, a special team from within the College was assembled to manage the Saskatchewan Energy Training Institute (SETI) project to completion in Estevan. The team moved quickly to ensure that the building was substantially complete and ready for the relocation of various programs from the former campus. Staff occupied the building in early January and classes were being delivered by the end of the month. An all-staff strategic planning event was hosted there on January 30 and the first third-party event followed on March 21. A Grand Opening and Open House event was finally celebrated on May 25. The general public was invited to tour the building, enjoy lunch and cake, and listen to greetings from MP Ed Komarnicki, MLA Doreen Eagles, Estevan Mayor Gary St. Onge, and College representatives. The community of Estevan was very supportive throughout the entire project, including a 22-page special feature published around our Grand Opening by Pipeline News, a provincial Oil & Gas monthly publication. The new facility has doubled the amount of classroom space for industry-related safety training, resulting in the busiest Spring "break-up" training period to date for the Estevan staff and instructors.

Exterior view of outer facade of SETI Lecture Theatre



A Grand Opening for the Saskatchewan Energy Training Institute was held on May 25, 2012. The official ribbon was cut by (from left to right) Southeast Regional College Board Member Bernie Bjorndalen, MP Ed Komarnicki, Southeast Regional College Interim CEO Jody Holzmiller, MLA Doreen Eagles, and Estevan Mayor Gary St. Onge.

GOAL 6 Financial Performance

By applying sound financial practices, the College sustains a level of profitability and reserves adequate to manage risk and fund the development necessary to ensure the College's on-going relevance and sustainability.

MAJOR ACHIEVEMENT: IT Disaster Recovery

Southeast Regional College is the only Regional College to have a fully functional and scheduled disaster recovery plan. The plan is tested every quarter by creating a simulated loss or failure of the Weyburn Campus Data Centre (main servers). Using a "warm site" equipment configuration in Estevan, our IT department is able to bring up copies of our main servers in a matter of 2-3 hours and have a fully functioning server environment up and running. This is a significant achievement that helps ensure the integrity of the College's information and data while providing continuity to learners, staff and stakeholders.

Students from Weyburn's Adult Basic Education graduating class of 2012 celebrate their educational accomplishment.

Programs & Services

Adult Basic Education

ADULT BASIC EDUCATION (ABE) assists adults in improving their employment opportunities, meeting entrance requirements for post-secondary programs, and developing personal skills. Students involved in the programs have the opportunity to work at their own pace under the guidance of caring instructors.

ABE non-credit programs are based on the needs of the members of the community and will vary from region to region. Successful completion of non-credit programs results in recognition of completion from Southeast Regional College, but does not include a certificate of standing. ABE non-credit programs include:

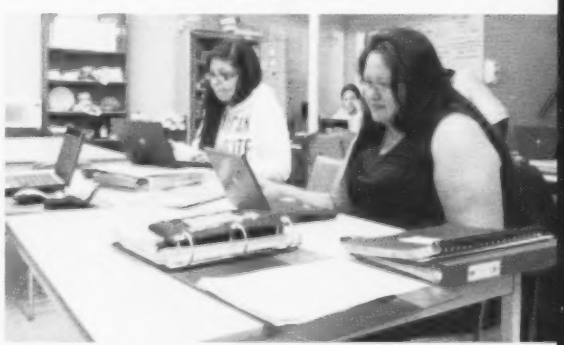
- Level 1 & 2 (pre-10)
- GED Preparation
- English as Another Language (EAL)
- Essential Skills for the Workplace (ABE-ESWP)

ABE credit programs are designed for adults who did not complete their education in the traditional school system. Successful completion of credit programs results in a certificate of standing, which is critical for gaining entrance to technical and trade schools, apprenticeship training, or university. ABE credit programs include:

- Level 3 (grade 10)
- Level 4 (grade 12)
- GED Testing

2011-2012 Highlights & Accomplishments

- Launched six new Level 1 & 2 (pre-10) ABE programs at Carry the Kettle First Nation, Piapot (Valley) First Nation, Moosomin, Cowessess First Nation, Weyburn, and Estevan
- A Workplace Essential Skills program was delivered at Cowessess First Nation entitled Ready to Work: Cooking and Serving. The program graduated 15 students who catered and served a VIP luncheon at the conclusion of the program.
- Instructors from the Weyburn Campus piloted an ABE distance learning project in which Math B30 and Bio 30 were instructed over the internet using the Microsoft Lync online meeting tool
- EAL classes in Assiniboia, Estevan, Moosomin, and Weyburn served over 200 Newcomers with English language skills training and familiarizing them with Canadian culture
- The College acted as a referring partner for the LINC home study program, which provides English language training online through Citizenship and Immigration Canada



Students study diligently at the Ocean Man Adult Basic Education program.

Programs & Services

Skills Training–Institute Credit

SKILLS TRAINING PROGRAMS provide students with the skills required to become employed or upgrade their technical expertise. The type of training and amount of training is determined through a needs assessment process in consultation with the local labour markets throughout the region. Both full and part-time courses are offered in a number of program areas through partnerships with accredited institutions.

2011-2012 Highlights & Accomplishments

As a whole, Southeast Regional College graduated a total of 143 students from full-time or part-time institute credit programs including:

- Continuing Care Assistant(full-time)—Whitewood
- Continuing Care Assistant(part-time)—Assiniboia, Estevan, Carlyle, Weyburn
- Early Childhood Education(part-time)—Assiniboia, Bengough, Carnduff, Coronach, Estevan, McLean, Ogema, Pangman, Weyburn
- Electrician (full-time)—Estevan, Moosomin, Weyburn
- Hairstylist (full-time)—Weyburn
- Heavy Equipment Operator (full-time)—Kahkewistahaw First Nation, Qu'Appelle
- Indigenous Peacekeeping (full-time)—White Bear First Nations
- Office Education (full-time)—Assiniboia, Estevan
- Oil Production Accounting (part-time)—Estevan/Weyburn (videoconference)
- Plumbing and Pipefitting (full-time)—Indian Head
- Power Engineering Technician (full-time)—Estevan
- Practical Nursing (full-time)—Cowessess First Nation
- Primary Care Paramedic (part-time)—Weyburn
- Professional Cooking (part-time)—Weyburn

The Hairstylist Certificate program moved to Weyburn in 2011-2012 with a new name and new location—the Teach & Trim Salon at the Weyburn City Centre Mall.

Programs & Services

The Indigenous Peacekeeping program was held at White Bear First Nations in 2012, the first time this program has ever been accredited in Saskatchewan.

From left to right: Staff Sgt. Phil Harrison, Carlyle RCMP; Gloria Stevenson, Southeast Regional College; Claudia Joyea, White Bear; Susan Jolly-Maxie, Instructor; Justin St. John, White Bear; Renita Paul, White Bear; Daniel Maxie, White Bear; Chip Taypotat, Cowessess; Trent Kakakeway, White Bear; Staff Sgt. Gord Stewart, Broadview RCMP. Absent, Irene McArthur, Post-Secondary Coordinator, White Bear; Jim Pratt, Instructor, SIAST.

Programs & Services

Skills Training–Business and Industry

BUSINESS AND INDUSTRY TRAINING PROGRAMS are designed to be responsive to industry and to provide education in areas such as health and safety training, business training, agriculture-related courses, and various other industry-related areas.

2011-2012 Highlights & Accomplishments

- The College as a whole delivered a total of 804 Industry Credit programs and registered 8,537 students. The Estevan Campus alone served 4,782 of those students.
- With the growth of industrial activity in the area, the Assiniboia Campus experienced some stability with a number of core safety training courses such as CPR/First Aid, H2S Alive, WHMIS, and Transportation of Dangerous Goods (TDG)
- The College launched a new Skid Control and Driver Evaluation program, which included the purchase of a SKIDCAR simulator for in-car practical training and instructor evaluation
- A number of Industry Credit safety training courses were delivered at the following First Nations locations: Carry the Kettle, Kahkewistahaw, Ochapowace, and Pheasant Rump

The SKIDCAR mobile training simulator was added in 2012 to provide a locally-delivered hands-on driver training and driver evaluation program for industry.

Programs & Services

University

UNIVERSITY STUDENTS continued to access first-year studies in Arts, Kinesiology and Health Studies, and Social Work offered from the University of Regina and University of Saskatchewan via the Saskatchewan Telecommunications Network (SCN). The College also successfully launched a partnership with the University of Regina and various school divisions within the region to offer a community-based Masters of Education program.

2011-2012 Highlights & Accomplishments

- The Estevan/Weyburn Masters of Education program began in July 2011 with 15 students enrolled
- The Moose Jaw Masters of Education program began in January 2012 with 18 students enrolled

Student Services

STUDENT SERVICES COUNSELLORS continue to support students in their efforts to be successful in achieving their academic and career goals. Our Student Services Counsellors assist students with:

- Career and educational decisions
- Information on educational options
- Program application and registration processes
- Information on funding options (student loans, PTA, scholarships, etc.)
- Administering and interpreting various career and aptitude assessments (CAAT, Accuplacer, Choices, etc.)
- Learner success supports (identifying preferred learning style, study skills, finding a tutor)
- Job search strategies (resume writing, interview skills, etc.)

Student Services Counsellor, Katie McKeon, assists a Weyburn Electrician student with some paperwork.

2011-2012 Highlights & Accomplishments

- Our Student Services Counsellor in Moosomin coordinated a Targeted Initiative for Older Workers (TIOW)—"Experience Counts"—that ran from January to March 2012. Twelve students between the ages of 50-64 received training in safety, computers, Service Best, and Food Safe that will assist them in getting back into the labour force.

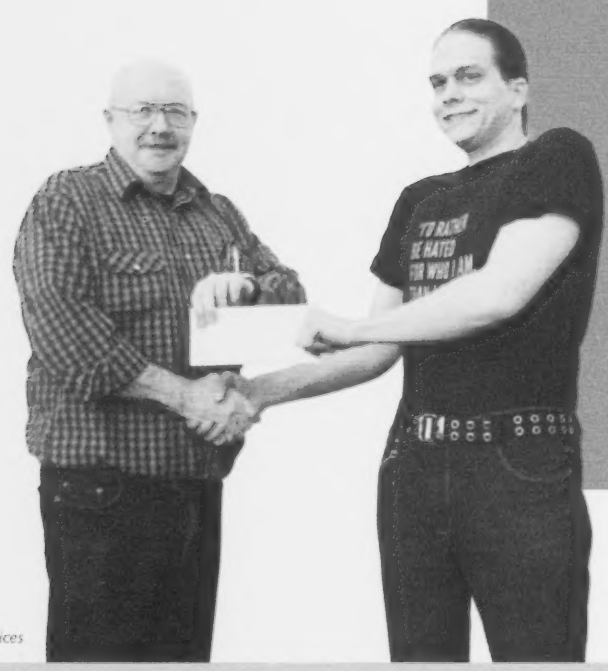
Programs & Services

Scholarships

THANKS TO THE GENEROSITY of our donors, students received thousands of dollars in financial aid through the Southeast College Education Foundation scholarship and bursary program. The Foundation now has nearly $75,000 to award to students on an annual basis.

2011-2012 Highlights & Accomplishments

- In September, 2011, the 13th annual Swing for Scholarships golf tournament raised $9,700, which was matched by the Ministry of Advanced Education's Saskatchewan Opportunity Scholarship program.
- In June 2012, Enbridge signed an agreement with the College to contribute $60,000 over 3 years to the College's scholarship program. Enbridge Aboriginal Student Leadership Awards will be distributed to ten First Nations or Metis students per year who graduate from Adult Basic Education programs at Southeast Regional College.



> When I was thinking about what discipline to return to post-secondary education for, I had a friend of mine suggest 4th class Power Engineering at the Southeast Regional College. I can't even describe what a profound impact following his suggestion had on every aspect of my life, and where I would be had I not chosen to apply to this program! Before even exiting the College I had secured a job with SaskPower running auxiliary systems related to the operation of their boilers, with endless possibility for advancement within the company! I would recommend the program to anyone enthusiastically—the sectors of the marketplace that require the skills and knowledge of this program are too many to list!
>
> **Rob Neufeld, Scholarship Recipient**

Estevan students receive their scholarship and bursary awards at a ceremony at the Saskatchewan Energy Training Institute on March 1, 2012 (left to right): Alisa Noll (Power Engineering), Robert Neufeld (Power Engineering), Tyler Hansen (Power Engineering), Dillon Wilderman (Power Engineering), Amanda Neiszner-Dezall (Office Education), Brittany Orstead (Office Education), Lori St. Onge (Office Education), Susan Carr (Adult Basic Education)

The Southeast Regional College website (www.southeastcollege.org) is a current or potential student's primary information source for course listings and College news. The Board and staff also use the staff portal regularly to access College email, files via MySRC (Sharepoint), and Helpdesk services.

Enrollment Tables

Southeast Regional College
Comprehensive Enrollment by Program Group

		Actuals							
		2010-2011				2011-2012			
		Student Enrollment			FLEs	Student Enrollment			FLEs
	Program Groups	FT	PT	Cas		FT	PT	Cas	
Skills Training	**Institute Credit**								
	SIAST	80	189	4	177.62	122	209	27	165.80
	Other:	0	13	58	4.10	0	31	109	5.82
	Apprenticeship & Trade	0	16	0	2.84	0	18	0	3.20
	Total Institute Credit	80	218	62	184.56	122	258	136	174.82
	Industry Credit								
	Total Industry Credit	27	1,265	4,335	218.74	24	1,632	4,062	239.74
	Non-Credit								
	Total Non-Credit	0	63	917	21.50	0	84	965	21.07
Total Skills Training		107	1,546	5,314	424.81	146	1,974	5,163	435.63
Basic Education	**Basic Education Credit**								
	Adult 12	93	32	0	36.33	134	31	0	127.29
	Adult 10	52	30	0	13.90	58	20	0	47.80
	Total BE Credit	145	62	0	50.23	192	51	0	175.09
	Basic Education Non-Credit								
	English Language Training	152	8	0	62.26	182	38	0	47.99
	General Academic Studies	0	38	0	1.43	0	70	0	3.90
	Total BE Non-Credit	152	46	0	63.69	182	108	0	51.89
Total Basic Education		297	108	0	113.92	374	159	0	226.99
University	*Total University*	0	18	0	3.40	0	51	0	13.43
Total Enrollment		404	1,672	5,314	542.13	520	2,184	5,163	676.05

Enrollment Tables

Southeast Regional College
Comprehensive Enrollment by Program Group—Big Muddy Region

		Actuals							
		2010-2011				2011-2012			
		Student Enrollment			FLEs	Student Enrollment			FLEs
	Program Groups	FT	PT	Cas		FT	PT	Cas	
Skills Training	**Institute Credit**								
	SIAST	34	49	0	47.52	19	55	10	37.45
	Other:	0	7	22	2.34	0	13	22	2.27
	Apprenticeship & Trade	0	0	0	0.00				
	Total Institute Credit	34	56	22	49.86	19	68	32	39.72
	Industry Credit								
	Total Industry Credit	6	402	1,405	71.14	4	422	1,315	67.32
	Non-Credit								
	Total Non-Credit	0	32	230	8.86	0	40	371	11.47
Total Skills Training		40	490	1,657	129.86	23	530	1,718	118.51
Basic Education	**Basic Education Credit**								
	Adult 12	31	11	0	12.10	47	15	0	49.75
	Adult 10	13	3	0	5.70	29	16	0	23.80
	Total BE Credit	44	14	0	17.80	76	31	0	73.55
	Basic Education Non-Credit								
	English Language Training	38	0	0	7.73	40	8	0	9.96
	General Academic Studies	0	14	0	0.36	0	4	0	0.14
	Total BE Non-Credit	38	14	0	8.09	40	12	0	10.10
Total Basic Education		82	28	0	25.89	116	43	0	83.64
University	*Total University*	0	14	0	3.00	0	26	0	8.00
Total Enrollment		**122**	**532**	**1,657**	**158.75**	**139**	**599**	**1,718**	**210.16**

Enrollment Tables

Southeast Regional College
Comprehensive Enrollment by Program Group—Souris Moose Mountain Region

		Actuals							
		2010-2011				2011-2012			
		Student Enrollment			FLEs	Student Enrollment			FLEs
	Program Groups	FT	PT	Cas		FT	PT	Cas	
Skills Training	**Institute Credit**								
	SIAST	11	62	0	59.58	46	69	4	50.18
	Other:	0	5	36	1.69	0	19	58	2.80
	Apprenticeship & Trade	0	16	0	2.84	0	18	0	3.20
	Total Institute Credit	11	83	36	64.12	46	106	62	56.18
	Industry Credit								
	Total Industry Credit	0	677	2,289	87.31	0	855	2,546	106.56
	Non-Credit								
	Total Non-Credit	0	11	427	6.34	0	8	417	4.88
Total Skills Training		11	771	2,752	157.77	46	969	3,025	167.62
Basic Education	**Basic Education Credit**								
	Adult 12	14	6	0	2.95	29	10	0	31.04
	Adult 10	4	2	0	1.02	9	1	0	7.34
	Total BE Credit	18	8	0	3.97	38	11	0	38.37
	Basic Education Non-Credit								
	English Language Training	61	4	0	12.48	65	8	0	13.09
	General Academic Studies	0	12	0	0.35	0	8	0	0.27
	Total BE Non-Credit	61	16	0	12.83	65	16	0	13.36
Total Basic Education		79	24	0	16.79	103	27	0	51.74
University	*Total University*	0	3	0	0.30	0	23	0	2.70
Total Enrollment		**90**	**798**	**2,752**	**174.86**	**149**	**1,019**	**3,025**	**222.05**

Enrollment Tables

Southeast Regional College
Comprehensive Enrollment by Program Group—TransCanada Region

		Actuals 2010-2011				2011-2012			
		Student Enrollment			FLEs	Student Enrollment			FLEs
	Program Groups	FT	PT	Cas		FT	PT	Cas	
Skills Training	**Institute Credit**								
	SIAST	20	48	1	46.26	48	36	13	58.34
	Other:	0	1	0	0.07	0	0	16	0.38
	Apprenticeship & Trade	0	0	0	0.00				
	Total Institute Credit	20	49	1	46.33	48	36	29	58.72
	Industry Credit								
	Total Industry Credit	21	144	380	53.03	20	177	401	56.05
	Non-Credit								
	Total Non-Credit	0	11	177	4.39	0	20	136	3.31
Total Skills Training		41	204	558	103.75	68	233	566	118.08
Basic Education	**Basic Education Credit**								
	Adult 12	48	15	0	21.28	58	6	0	46.51
	Adult 10	35	25	0	7.18	20	3	0	16.67
	Total BE Credit	83	40	0	28.46	78	9	0	63.18
	Basic Education Non-Credit								
	English Language Training	53	4	0	42.06	57	16	0	20.80
	General Academic Studies	0	8	0	0.62	0	50	0	3.28
	Total BE Non-Credit	53	12	0	42.68	57	66	0	24.08
Total Basic Education		136	52	0	71.14	135	75	0	87.26
University	*Total University*					0	1	0	0.10
Total Enrollment		**177**	**256**	**558**	**174.89**	**203**	**309**	**566**	**205.44**

Enrollment Tables

Southeast Regional College
Comprehensive Enrollment by Program Group—Coteau Region

		Actuals							
		2010-2011				2011-2012			
		Student Enrollment			FLEs	Student Enrollment			FLEs
	Program Groups	FT	PT	Cas		FT	PT	Cas	
Skills Training	**Institute Credit**								
	SIAST	15	30	3	24.26	9	52	2	19.84
	Other:	0	0	0	0.00	0	0	16	0.38
	Apprenticeship & Trade	0	0	0	0.00				
	Total Institute Credit	15	30	3	24.26	9	52	18	20.22
	Industry Credit								
	Total Industry Credit		42	261	7.25	0	78	222	9.81
	Non-Credit								
	Total Non-Credit	0	9	83	1.91	0	15	69	1.41
Total Skills Training		15	81	347	33.42	9	145	309	31.44
Basic Education	**Basic Education Credit**								
	Adult 12	0	0	0	0.00	0	0	0	0.00
	Adult 10	0	0	0	0.00	0	0	0	0.00
	Total BE Credit	0	0	0	0.00	0	0	0	0.00
	Basic Education Non-Credit								
	English Language Training				0.00	20	6	0	4.14
	General Academic Studies	0	4	0	0.10	0	8	0	0.21
	Total BE Non-Credit	0	4	0	0.10	20	14	0	4.35
Total Basic Education		0	4	0	0.10	20	14	0	4.35
University	*Total University*	0	1	0	0.10	0	19	0	2.63
Total Enrollment		**15**	**86**	**347**	**33.62**	**29**	**178**	**309**	**38.42**

Performance Tables

Southeast Regional College
Equity Participation Enrollments by Program Group

		Actuals 2010-2011											
		Aboriginal			Visible Minority			Disability			Total Enrollment		
	Program Groups	FT	PT	Cas	FT	PT	Cas	FT	PT	Cas	FT	PT	Cas
Skills Training	**Institute Credit**												
	SIAST	4	15	0	1	6	0	2	6	0	80	188	4
	Other:	0	0	0	0	0	0	0	0	1	0	14	56
	Apprenticeship & Trade	0	2	0	0	0	0	0	0	0	0	16	0
	Total Institute Credit	4	17	0	1	6	0	2	6	1	80	218	60
	Industry Credit												
	Total Industry Credit	19	73	164	1	17	44	2	13	42	27	1,346	4,000
	Non-Credit												
	Total Non-Credit	0	5	45	0	0	11	0	1	5	0	64	912
Total Skills Training Credit		23	95	209	2	23	55	4	20	48	107	1,628	4,972
Basic Education	**Basic Education Credit**												
	Adult 12	58	10	0	2	0	0	5	1	0	93	31	
	Adult 10	38	18	0	1	0	0	2	1	0	52	30	
	Total BE Credit	96	28	0	3	0	0	7	2	0	145	61	0
	Basic Education Non-Credit												
	English Language Training	29	4	0	7	0	0	2	0	0	152	8	0
	General Academic Studies	0	4	0	0	0	0	0	3	0	0	38	0
	Total BE Non-Credit	29	8	0	7	0	0	2	3	0	152	46	0
Total Basic Education		125	36	0	10	0	0	9	5	0	297	107	0
University	*Total University*	0	1	0	0	0	0	0	0	0	0	18	0
Total Enrollment		148	132	209	12	23	55	13	25	48	404	1,753	4,972

Note: FT = Full-time, PT = Part-time, Cas = Casual

Actuals 2011-2012											
Aboriginal			Visible Minority			Disability			Total Enrollment		
FT	PT	Cas	FT	PT	Cas	FT	PT	Cas	FT	PT	Cas
19	15	5	7	2	3	2	5	0	122	209	27
0	2	3	0	1	3	0	0	0	0	31	109
0	0	0	0	0	0	0	0	0	0	18	0
19	17	8	7	3	6	2	5	0	122	258	136
19	95	157	1	19	38	0	16	32	24	1,632	4,062
0	3	46	0	2	13	0	0	8	0	84	965
38	115	211	8	24	57	2	21	40	146	1,974	5,163
82	17	0	6	2	0	7	0	0	134	31	0
48	16	0	0	0	0	4	0	0	58	20	0
130	33	0	6	2	0	11	0	0	192	51	0
16	8	0	12	1	0	2	0	0	182	38	0
0	40	0	0	2	0	0	4	0	0	70	0
16	48	0	12	3	0	2	4	0	182	108	0
146	81	0	18	5	0	13	4	0	374	159	0
0	3	0	0	0	0	0	1	0	0	51	0
184	199	211	26	29	57	15	26	40	520	2,184	5,163

Performance Tables

Southeast Regional College
Student Success by Program Group

		Actuals 2010-2011											
		Total Students Completed			Total Students Graduated			Total Employed			Total Going to Further Training		
	Program Groups	FT	PT	Cas	FT	PT	Cas	FT	PT	Cas	FT	PT	Cas
Skills Training	**Institute Credit**												
	SIAST	9	116	2	65	75	2	51	16	0	0	0	0
	Other:	0	11	0	0	9	56	0	0	0	0	0	0
	Apprenticeship & Trade	0	0	0	0	16	0	0	0	0	0	0	0
	Total Institute Credit	9	127	2	65	100	58	51	16	0	0	0	0
	Industry Credit												
	Total Industry Credit	21	34	14	6	1,308	3,872	0	0	0	0	0	0
	Non-Credit												
	Total Non-Credit	0	64	907	0	0	0	0	0	0	0	0	0
Total Skills Training Credit		30	225	923	71	1,408	3,930	51	16	0	0	0	0
Basic Education	**Basic Education Credit**												
	Adult 12	60	9	0	19	5	0	8	4	0	15	3	0
	Adult 10	18	1	0	21	3	0	1	1	0	13	2	0
	Total BE Credit	78	10	0	40	8	0	9	5	0	28	5	0
	Basic Education Non-Credit												
	English Language Training	152	4	0	0	0	0	0	0	0	0	0	0
	General Academic Studies	0	38	0	0	0	0	0	0	0	0	0	0
	Total BE Non-Credit	152	42	0	0	0	0	0	0	0	0	0	0
Total Basic Education		230	52	0	40	8	0	9	5	0	28	5	0
University	***Total University***	0	18	0	0	0	0	0	0	0	0	0	0
Total Enrollment		260	295	923	111	1,416	3,930	60	21	0	28	5	0

Completed = the total number of students who completed course requirements or remained to the end of the program

Graduated = the number of students who successfully completed all course requirements resulting in achievement of certification by a recognized credit granting institution or recognized by industry.

Note: FT = Full-time, PT = Part-time, Cas = Casual

Actuals 2011-2012											
Total Students Completed			Total Students Graduated			Total Employed			Total Going to Further Training		
FT	PT	Cas	FT	PT	Cas	FT	PT	Cas	FT	PT	Cas
22	163	14	77	44	4	62	7	0	0	0	0
0	31	107	0	0	0	0	0	0	0	0	0
0	0	0	0	18	0	0	0	0	0	0	0
22	194	121	77	62	4	62	7	0	0	0	0
1	15	24	22	1,603	3,944	0	0	0	0	0	0
0	83	956	0	0	0	0	0	0	0	0	0
23	292	1,101	99	1,665	3,948	62	7	0	0	0	0
58	9	0	50	2	0	30	2	0	23	2	0
25	1	0	14	1	0	2	1	0	18	1	0
83	10	0	64	3	0	32	3	0	41	3	0
176	24	0	0	0	0	0	0	0	0	0	0
0	70	0	0	0	0	0	0	0	0	0	0
176	94	0	0	0	0	0	0	0	0	0	0
259	104	0	64	3	0	32	3	0	41	3	0
0	32	0	0	0	0	0	0	0	0	0	0
282	428	1,101	163	1,668	3,948	94	10	0	41	3	0

Performance Tables

Southeast Regional College
Equity Participation Completers and Graduates by Program Group

		Actuals 2010-2011								
		Aboriginal			Visible Minority			Disability		
	Program Groups	E	C	G	E	C	G	E	C	G
Skills Training	**Institute Credit**									
	SIAST	19	6	8	7	1	2	8	3	4
	Other:	0	0	0	0	0	0	1	0	1
	Apprenticeship & Trade	2	0	2	0	0	0	0	0	0
	Total Institute Credit	21	6	10	7	1	2	9	3	5
	Industry Credit									
	Total Industry Credit	256	21	231	62	2	61	57	4	49
	Non-Credit									
	Total Non-Credit	50	49	0	11	10	0	6	6	0
Total Skills Training Credit		327	76	241	80	13	63	72	13	54
Basic Education	**Basic Education Credit**									
	Adult 12	68	43	8	2	1	0	6	3	2
	Adult 10	56	15	17	1	0	1	3	1	2
	Total BE Credit	124	58	25	3	1	1	9	4	4
	Basic Education Non-Credit									
	English Language Training	33	29	0	7	7	0	2	2	0
	General Academic Studies	4	4	0	0	0	0	3	3	0
	Total BE Non-Credit	37	33	0	7	7	0	5	5	0
Total Basic Education		161	91	25	10	8	1	14	9	4
University	*Total University*	1	1	0	0	0	0	0	0	0
Total Enrollment		489	168	266	90	21	64	86	22	58

E = total Enrollment

C = completers (the total number of students who completed course requirements or remained to the end of the program)

G = graduates (the total number of students who successful completed all course requirements resulting in achievement of certification by a recognized credit granting institution or recognized by industry.)

Actuals 2011-2012								
Aboriginal			Visible Minority			Disability		
E	C	G	E	C	G	E	C	G
39	9	19	12	2	5	7	4	1
5	5	0	4	4	0	0	0	0
0		0	0		0	0		0
44	14	19	16	6	5	7	4	1
271	5	258	58	1	55	48	0	45
49	47	0	15	15	0	8	7	0
364	66	277	89	22	60	63	11	46
99	45	23	8	3	3	7	3	3
64	18	14	0	0	0	4	2	1
163	63	37	8	3	3	11	5	4
24	10	0	13	12	0	2	2	0
40	40	0	2	2	0	4	4	0
64	50	0	15	14	0	6	6	0
227	113	37	23	17	3	17	11	4
3	2	0	0	0	0	1	1	0
594	181	314	112	39	63	81	23	50

Long Service Award recipients pose for a photograph at the annual awards banquet at the Saskatchewan Energy Training Institute on January 30, 2012 (from left to right): Ken Shackel, Klint Harder, Meagan Roy, Karen Senchuk, Liz Bohnert, Dave Harazny, Betty Ribling, Jody Holzmiller, Anna Fish, Shannon King, Margo Hammett, Gloria Stevenson. Missing: Jennifer Donald

Human Resources

CORPORATE TRAINING WAS A FOCUS for those entering new positions or on a professional development level. Campus Managers attended a training session for first-time leaders and managers. As well, all instructors were supplied with a 2-day workshop that included sessions on "Engaging Aboriginal People." Additionally, all Adult Basic Education instructors, Counsellors, and Coordinators were given training to become facilitators for the *Thought Patterns for a Successful Career Program*, providing them with certification by the Pacific Institute to deliver the program to their ABE students.

Recruitment of out-of-scope management seemed to be constant at the College in 2011-2012 due to attrition. The positions of President & CEO, VP Academics, VP Finance, Director of Human Resources, Director of Saskatchewan Energy Training Institute, and Executive Director of the Southeast College Education Foundation were either vacated, vacant, or filled during the year. Furthermore, the positions of Associate VP of Academics and Director of Planning were added to the organization.

There were two occasions that allowed for all staff to meet as an entire College. On January 30, a strategic planning event was held at the new Saskatchewan Energy Training Institute campus in Estevan. The planning session was followed by a banquet and annual Long Service Awards presentations. Later in the Spring, a meeting in Weyburn was held to review the next year's business plan. Guest speaker Joan McCusker was also on hand to provide a motivational presentation. Staff embraced a new College motto, *"It takes an entire College to create one graduate."*

2011-2012 Long Service Award Recipients

Liz Bohnert	5 years
Jennifer Donald	5 years
Dave Harazny	5 years
Klint Harder	5 years
Jody Holzmiller	5 years
Renee Oshowy	5 years
Betty Ribling	5 years
Meagan Roy	5 years
Karen Senchuk	5 years
Ken Shackel	5 years
Anna Fish	10 years
Shannon King	10 years
Margo Hammett	20 years
Gloria Stevenson	35 years

Human Resources

2011-2012 Staff Listing

First Name	*Last Name*	*Position*
NJ	Baker	VP Academics *from Nov 2011*
Marcel	Bauche	Facilities
Mark	Belanger	Director of Planning *from Nov 2011*
Faye	Billington	Business Consultant *from Nov 2011*
Brian	Binns	Basic Education Coordinator
Norma	Bloor	Executive Assistant to President/CEO & Board of Governors
Liz	Bohnert	Admin Support
Ann	Brown	Admin Support
Craig	Brown	President/CEO *to Feb 2012*
Katie	Burham	Newcomer Settlement Advisor
Anita	Cameron	Instructor, Basic Education
Richard	Cope	Instructor, Basic Education
Bonnie	Dempsey	Campus Manager *to Mar, 2012*, VP Finance *from Apr, 2012*
Nora	Desjarlais	Instructor, Basic Education *to Jun 2012*
Heather	Donald	Instructor, Basic Education
Jennifer	Donald	Admin Support
Heather	Dorcas	Student Services Coordinator & Counsellor
Michelle	Easterby	Instructor, Basic Education *to Sep 2011*
Anna	Fish	Instructor, Basic Education
Pam	Franko	Building Services Worker *from Mar 2012*
Margaret	Fuchs	Counsellor
Helene	Giroux	Instructor, Basic Education
Ivy	Goodbrand	Instructor CCA *to May 2012*
Pam	Gunnlaugson	Instructor, Office Ed
Lori	Hall	Instructor, Office Education
Laura	Hamilton	Post-Secondary Academic Coordinator
Margo	Hammett	Admin Support
Dave	Harazny	Marketing & Recruitment Manager
Jackie	Harbron	Instructor Basic Education
Klint	Harder	IT Manager
Jody	Haukeness	Counsellor
Jenn	Hawton	Admin Support
Paula	Haygarth	Business Consultant *from Nov 2011*
Louise	Henry	Aboriginal Counsellor *to Jun 2012*

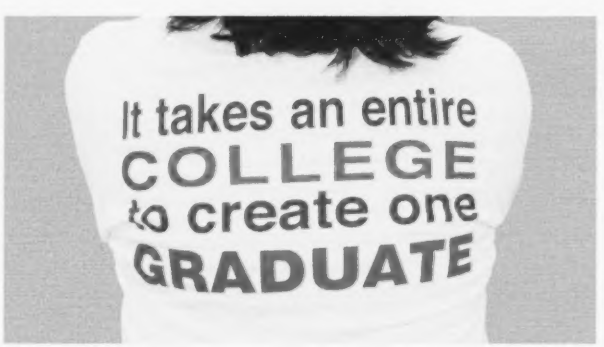
Human Resources

First Name	*Last Name*	*Position*
Cindy	Herberholz	Division Assistant, Academics
Jody	Holzmiller	VP College Services *to Nov 2011,* Interim CEO *from Dec 2011*
Renee	Hunt	Instructor, Basic Education *to Sep 2011*
Sharon	Ivan	Registrar
Sherry	Jenson	Division Assistant, College Services *to Nov 2011*
Audrey	Johner	Newcomer Services Assistant
Susan	Jolly-Maxie	Instructor, Indigenous Peacekeeping Program
Lorna	Keating	Instructor, Basic Education *to May 2012*
Annette	Kesslering	Admin Support
Shannon	King	Instructor, Basic Education *from Sep 2011*
Belinda	Kopp	Accounts Receivable Clerk
Bev	Kulach	Instructor, Basic Education & Counsellor
Rhonda	Lavender	Instructor, Practical Nursing
Jennifer	Logel	Division Assistant, Finance
Michelle	Lokken	Division Assistant, Business Development
Ian	MacLennan	Executive Director, Southeast Education Foundation
Sandy	Madigan	English as Another Language/Literacy Coordinator
Keith	Madu	SETI Director *to Mar 2012*
Melanie	Mantei	Newcomer Information Services Advisor
Wayne	Martin	Project/Facilities Manager
Jamie	Mayoh-Bauche	Counsellor
Andrea	Mazurkewich	Account Payable Clerk *from Jan 2012*
Katie	McKeon	Counsellor
John	McMillan	Instructor, Basic Education
Debbie	Millions	Admin Support
Carolyn	Murphy	Admin Support
Lorraine	Musk	Payroll Clerk
Alvin	Nixon	Instructor, Electrical
Leona	Nosterud	Admin Support *to Mar 2012*
Carole	Olson	Instructor, Basic Education
Sheena	Onrait	Campus Manager
Renee	Oshowy	Admin Support *to May 2012*
Tracy	Page	Campus Manager
Guy	Perrault	Instructor, Plumbing

Human Resources

First Name	*Last Name*	*Position*
Laura Lee	Petersen	Director of Human Resources *from Dec 2011*
Marlyn	Phillips-Lesson	VP Finance *to Nov 2011*
Cheryl	Popplestone	Instructor, Basic Education
Evelyn	Prior	Instructor, Basic Education
Harmony	Resler	Information Services Advisor
Betty	Ribling	Instructor, Basic Education
Meagan	Roy	Instructor, Hairstylist
Karen	Senchuk	SETI Secretary
Ken	Shackel	Business Consultant
Penny	Shauf	Registration Clerk
Marla	Smith	Business Consultant *to Aug 2011,* Interim Foundation Director *to Mar 2012*
Carol	Smith-Aubert	Counsellor
Gloria	Stevenson	Aboriginal Consultant
Scott	Stronge	Instructor, Electrical
Lynn	Taylor	Instructor, Practical Nursing
Lynn	Tendler	Campus Manager
Don	Vatamaniuck	Instructor, Power Engineering
Joedy	Wallin	Finance Manager
Robin	Williams	HR Director *to Nov 2011,* Associate VP Academics *from Dec 2011*
Donna	Windecker	Registration Clerk
Becky	Wock	Instructor, Basic Education *to Jun 2012*
Thomas	Woodhouse	Building Services Worker *from Mar 2012*

Out-of-Scope FTE = 10.4
In-Scope FTE = 55.19
TOTAL FTE = 65.59



Financial Statements 2011–2012

Southeast Regional College
Statement of Management Responsibility

THE FINANCIAL STATEMENTS have been prepared by management in accordance with Canadian generally accepted accounting principles and are in compliance with the provisions of legislation and related authorities. When alternative accounting methods exist, management has chosen those it deems most appropriate in the circumstances. Financial statements are not precise because they include certain amounts based on estimates and judgments.

In fulfilling its responsibilities and recognizing the limits inherent in all systems, the management has developed and maintains a system of internal control designed to provide reasonable assurance that College assets are safeguarded from loss and that the accounting records are a reliable basis for the preparation of financial statements.

The Board of Governors of the College is responsible for the review and approval of the financial statements, and ensures management fulfils it financial reporting responsibilities. The Board meets with management and with the external auditors to discuss the results of audit examinations and financial reporting matters. The external auditors have full access to the Board with and without the presence of management.

The financial statements have been audited by MNP LLP. The Auditors' Report outlines the scope of their examination and provides their opinion on the fairness of the presentation of the information in the financial statements.

Jody Holzmiller, Interim President & CEO

Bonnie Dempsey, VP of Finance

September 12, 2012

Auditor's Report

MNP LLP

TO THE MEMBERS OF THE LEGISLATIVE ASSEMBLY OF SASKATCHEWAN:

We have audited the accompanying financial statements of Southeast Regional College, which comprise the statement of financial position as at June 30, 2012, and the statements of operations, changes in net assets, and cash flows and related schedules for the year ended June 30, 2012, and a summary of significant accounting policies and other explanatory information.

MANAGEMENT'S RESPONSIBILITY FOR THE FINANCIAL STATEMENTS

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian Generally accepted accounting principles, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

AUDITORS RESPONSIBILITY

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

OPINION

In our opinion, the financial statements present fairly, in all material respects, the financial position of Southeast Regional College as at June 30, 2012, and the results of its operations and change in net assets and its cash flows for the year ended June 30, 2012 in accordance with Canadian Generally accepted accounting principles.

OTHER MATTER

We draw attention to Note 14 of the financial statements that describes adjustments made to prior year comparatives. Our opinion is not qualified based in respect of this matter.

September 12, 2012
Estevan, Saskatchewan

MNP LLP

Chartered Accountants

Southeast Regional College
Statement of Financial Position

Statement 1

AS AT JUNE 30, 2012

	2012			2011 (restated – Note 14)
	Operating Fund	Capital Fund	**Total**	Total
Assets				
Current Assets				
Cash and cash equivalents	$ 2,251,564	$ -	**$ 2,251,564**	$ 9,331,972
Accounts receivable *(note 3)*	1,052,060	-	**1,052,060**	1,067,404
Prepaid expenses	229,611	-	**229,611**	277,207
	3,533,235	-	**3,533,235**	10,676,583
Non-Current Assets				
Capital assets *(note 4)*	-	15,751,209	**15,751,209**	9,748,831
	-	15,751,209	**15,751,209**	9,748,831
	$ 3,533,235	$ 15,751,209	**$19,284,444**	$ 20,425,414
Liabilities				
Current Liabilities				
Accrued salaries and benefits *(note 5)*	$ 193,464	$ -	**$ 193,464**	$ 199,224
Accounts payable and accrued liabilities	1,087,795	-	**1,087,795**	920,593
Unearned revenue *(note 6)*	701,502	-	**701,502**	1,301,831
	1,982,761	-	**1,982,761**	2,421,648
Net Assets				
Invested in capital assets	-	15,751,209	**15,751,209**	9,748,831
Externally restricted *(note 7)*	1,020,319	-	**1,020,319**	1,730,541
Internally restricted *(note 7)*	529,823	-	**529,823**	6,202,500
Unrestricted	332	-	**332**	321,894
	1,550,474	15,751,209	**17,301,683**	18,003,766
	$ 3,533,235	$ 15,751,209	**$19,284,444**	$ 20,425,414

Judith A. Jones

Approved on behalf of the Board

Approved on behalf of the Board

See accompanying notes

Southeast Regional College
Statement of Operations

Statement 2

FOR THE YEAR ENDED JUNE 30, 2012

	Operating Fund			Capital Fund		**Total**	Total
	Budget 2012 *(note 8)*	2012	2011	2012	2011 *(restated – Note 14)*	**2012**	2011 *(restated – Note 14)*
Revenues *(Schedule 1)*							
Provincial Government	$ 6,530,911	$ 6,628,953	$ 6,071,491	$ 43,705	$ 1,874,279	**$6,672,658**	$ 7,945,770
Federal Government	-	80,228	49,440	-	-	**80,228**	49,440
Other revenue	4,197,757	3,830,450	3,482,244	-	-	**3,830,450**	3,482,244
	10,728,668	10,539,631	9,603,175	43,705	1,874,279	**10,583,336**	11,477,454
Expenses *(Schedule 2)*							
Agency contracts	1,939,776	1,688,590	1,478,198	-	-	**1,688,590**	1,478,198
Amortization	1,340,125	-	-	995,552	187,333	**995,552**	187,333
Equipment	445,420	287,600	406,067	-	-	**287,600**	406,067
Facilities	834,305	666,375	474,510	-	-	**666,375**	474,510
Information technology	277,948	293,611	171,350	-	-	**293,611**	171,350
Operating *(Schedule 3)*	2,325,087	2,058,341	1,826,890	-	-	**2,058,341**	1,826,890
Personal services	5,387,396	5,295,350	4,903,253	-	-	**5,295,350**	4,903,253
	12,550,057	10,289,867	9,260,268	995,552	187,333	**11,285,419**	9,447,601
Excess (Deficiency) of revenues over expenses	$ (1,821,389)	$ 249,764	$ 342,907	$ (951,847)	$ 1,686,946	**$ (702,083)**	$ 2,029,853

See accompanying notes

Southeast Regional College
Statement of Changes in Net Assets

Statement 3

FOR THE YEAR ENDED JUNE 30, 2012

	2012			**2012**	2011
	Invested in capital assets	Restricted	Unrestricted	**Total**	*(restated – Note 14)* Total
Excess of revenues over expenses	$ (951,847)	$ -	$ 249,764	**$ (702,083)**	$ 2,029,853
Net assets, beginning of year	9,748,831	7,933,041	321,894	**18,003,766**	15,973,913
Interfund transfers:					
Invested in capital assets	6,954,225	(5,672,677)	(1,281,548)	-	-
Externally imposed restrictions *(note 7)*	-	(710,222)	710,222	-	-
Internally imposed restrictions *(note 7)*	-	-	-	-	-
Net assets, end of year	$ 15,751,209	$ 1,550,142	$ 332	**$ 17,301,683**	$ 18,003,766

Restricted details:

	Beginning Balances	To Restricted	From Restricted	Ending Balance
Externally Restricted				
Indian Head Facility Fund	$ -	$ 39,912	$ -	$ 39,912
Weyburn Campus Project Fund	1,630,000	-	751,979	878,021
Sustaining Capital Fund	84,428	-	-	84,428
Saskatchewan Building Officials Reserve	16,113	1,845	-	17,958
	1,730,541	41,757	751,979	1,020,319
Internally Restricted				
Facility fund	$ 589,719	$ -	$ 437,000	$ 152,719
Building code training for Canadians fund	40,000	-	-	40,000
Research and development fund	85,000	-	-	85,000
Confined space truck and trailer fund	152,104	-	-	152,104
Saskatchewan Energy Training Institute fund	5,235,677	-	5,235,677	-
Re-brand fund	100,000	-	-	100,000
	6,202,500	-	5,672,677	529,823
Total Restricted	$ 7,933,041	$ 41,757	$ 6,424,656	$ 1,550,142

See accompanying notes

Southeast Regional College
Statement of Cash Flows

Statement 4

FOR THE YEAR ENDED JUNE 30, 2012

	2012	2011 (restated – Note 14)
Cash flows (used in) from operating activities		
Excess of revenues over expenses	**$ (702,083)**	$ 2,029,853
Amortization of capital assets	**995,552**	187,333
	293,469	2,217,186
Decrease in accounts receivable	**15,344**	8,565
Decrease (increase) in prepaid expenses	**47,596**	(125,946)
Decrease in accrued salaries and benefits	**(5,760)**	(61,843)
Increase in accounts payable and accrued liabilities	**167,202**	635,254
Decrease in unearned revenue	**(600,329)**	(69,492)
Cash provided by operating activities	**(82,478)**	2,603,724
Cash flows used in investing activities		
Purchase of capital assets	**(6,997,930)**	(8,523,091)
Cash used in investing activities	**(6,997,930)**	(8,523,091)
Net increase in cash and cash equivalents	**(7,080,408)**	(5,919,367)
Cash and Cash Equivalents, beginning of year	**9,331,972**	15,251,339
Cash and Cash Equivalents, end of year	**$ 2,251,564**	$ 9,331,972
Cash	**$ 1,477,713**	$ 8,558,121
Cash Equivalents	**773,851**	773,851
	$ 2,251,564	$ 9,331,972

See accompanying notes

Southeast Regional College
Notes to the Financial Statements
FOR THE YEAR ENDED JUNE 30, 2012

1. GENERAL INFORMATION
The Southeast Regional College offers educational services and programs under the authority of Section 14 of *The Regional Colleges Act*. The Board of the Southeast Regional College is responsible for administering and managing the educational affairs of the College in accordance with *The Regional Colleges Act* and its regulations.

The College's objectives are to promote the social, economic and cultural development of Southeastern Saskatchewan by facilitating learning options in partnership with community groups and businesses.

2. SIGNIFICANT ACCOUNTING POLICIES
Pursuant to standards established by the Public Sector Accounting Board, the College is classified as a government not-for-profit organization. These financial statements have been prepared in accordance with Canadian generally accepted accounting principles applicable to not-for-profit entities and include the following significant policies:

A) FUND ACCOUNTING
Funds are a separate self-balancing set of accounts for each accounting entity established within the accounting system, which segregate the transactions of a particular activity, as follows:

i. The Operating Fund accounts for the organization's programs delivery and administrative activities. The fund reports unrestricted resources and restricted operating and program grants.

ii. The Capital Fund reports the assets, liabilities, revenues and expenses related to the capital assets of the College.

B) REVENUE RECOGNITION
The College follows the restricted fund method of accounting for contributions. Restricted contributions related to general operations are recognized as revenue of the Operating Fund, in the year to which the related expenses are incurred. All other restricted contributions are recognized as revenue of the appropriate restricted fund, in the year received.

Unrestricted contributions are recognized as revenue in the year received or receivable, if the amount to be received can be reasonably estimated, and collection is reasonably assured.

Investment income earned from the resources of internally restricted funds is recorded as income in the Operating Fund.

Tuition, fee and contractual revenue are recognized as revenue of the Operating Fund in the period in which the related services are provided.

Southeast Regional College
Notes to the Financial Statements
FOR THE YEAR ENDED JUNE 30, 2012

C) CAPITAL ASSETS

Purchased capital assets are recorded at cost. Contributed capital assets are recorded at fair market value at the date of contribution. Amortization is provided on a straight line basis over the estimated useful lives of the assets, and recorded as an expense in the capital fund, for the categories listed below:

Leasehold improvements	**Over the life of the lease to which they relate**
Program equipment and office equipment	5 years
Computer hardware and systems software	3 years
Office furniture	10 years
Buildings	20 years

D) USE OF ESTIMATES

These statements are prepared in accordance with Canadian generally accepted accounting principles. These principles require management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date the financial statements and the reported amounts of revenue and expenses during the period. Actual results could differ from those estimates. Differences are reflected in current operations when identified.

E) FUTURE ACCOUNTING POLICIES

In September 2010, the Public Sector Accounting Board approved an amendment to the introduction to the Public Sector Accounting Handbook. Effective for fiscal years beginning on or after January 1, 2012, government not for profit organizations are directed to use either the public sector accounting standards or public sector accounting standards for government not for profit organizations. The College does not expect the adoption of the new standards to have a material impact on its financial statements.

3. ACCOUNTS RECEIVABLE

Accounts receivable are composed of the following:

	2012	2011
	$	$
Saskatchewan Advanced Education	**96,385**	106,913
Provincial government - other	**3,411**	5,519
Other	**1,047,154**	1,046,154
Allowance for doubtful accounts	**(94,890)**	(91,182)
	1,052,060	1,067,404

Southeast Regional College
Notes to the Financial Statements
FOR THE YEAR ENDED JUNE 30, 2012

4. CAPITAL ASSETS

	Cost	Accumulated Amortization	Net book value	
			2012	2011
	$	$	**$**	**$**
Land	19,922	3,984	**15,938**	19,922
Buildings	15,155,579	856,971	**14,298,608**	372,690
Leasehold improvements	1,401,608	1,332,054	**69,554**	84,979
Program equipment	806,883	672,677	**134,206**	182,811
Computer hardware	1,329,872	1,255,938	**73,934**	62,823
Office equipment	191,935	52,837	**139,098**	2,308
Office furniture	437,830	124,437	**313,393**	24,896
System software	50,065	50,065	-	-
Work In Progress				
Buildings	-	-	-	8,949,321
Leasehold improvements	706,478	-	**706,478**	49,081
	20,100,172	4,348,963	**15,746,209**	9,748,831

5. ACCRUED SALARIES AND BENEFITS
Accrued salaries and benefits of $ 193,464 (2011 - $199,224) representing retroactive salary adjustments and vacation earned by employees but not yet paid, has been calculated and recorded in the accounts.

6. UNEARNED REVENUE
Unearned revenue represents restricted funding for operating grants and program payments received in the current period, for operations of the subsequent period as follows:

	2012	2011 *(restated – Note 14)*
	$	$
Saskatchewan Advanced Education	**610,789**	1,169,869
Other	**99,713**	131,962
	701,502	1,301,831

Southeast Regional College
Notes to the Financial Statements

FOR THE YEAR ENDED JUNE 30, 2012

7. RESTRICTIONS ON NET ASSETS

The Board of Governors has placed internal restrictions on certain net assets to be used for future expenditures as indicated on Statement 3. These internally restricted amounts are not available for other purposes without approval of the Board of Governors.

Under the agreement with the Saskatchewan Building Officials Association, for the delivery of the Building Code Training for Canadians program, a portion of the exam fees paid by students is to be set aside, in an externally restricted fund, for future revision and development of the program.

8. BUDGET AMOUNTS

The budget amounts on the financial statements were prepared by Regional College Management and approved by the Board of Governors on May 11, 2011. The Minister approved the budget on July 21, 2011.

9. RELATED PARTY TRANSACTIONS

Included in these financial statements are revenues and expenditures resulting from routine operating transactions conducted at agreed rates with various Crown controlled ministries, agencies and corporations, with which the College is related. Account balances resulting from these transactions are included in the statements of financial position and operations. These transactions are settled on normal trade terms. Transactions with related parties, incorporated in these financial statements, include the following:

Significant payments to related parties during the fiscal year:

	2012	2011
	$	$
Association of Saskatchewan Regional Colleges	**65,000**	40,000
Government of Saskatchewan - other	**4,096**	4,818
Saskatchewan Regional Colleges	**8,782**	18,365
Saskatchewan Institute of Applied Sciences and Technology	**666,564**	713,058
Saskatchewan Government Insurance	**10,889**	1,317
Saskatchewan Ministry of Government Services	**73,446**	61,241
SaskTel	**107,838**	97,826
Saskatchewan Transport Company	**1,817**	1,285
SaskEnergy	**11,574**	9,117
SaskPower	**32,670**	12,969
Southeast Education Foundation	**204,238**	26,155
Tourism Saskatchewan	**63,593**	58,841
University of Regina	**200,282**	246
Workers' Compensation Board	**17,769**	18,668

Southeast Regional College
Notes to the Financial Statements
FOR THE YEAR ENDED JUNE 30, 2012

Significant receipts from related parties, with the exception of Saskatchewan Advanced Education receipts that are detailed in Schedule 1, during the fiscal year:

	2012	2011
	$	$
Apprenticeship and Trade Certification Commission	**22,159**	22,329
Saskatchewan Watershed Authority	**1,308**	-
Saskatchewan Finance	**11,715**	50,473
Saskatchewan Highways and Infrastructure	**270**	3,395
Saskatchewan Regional Colleges	**961**	7,675
Saskatchewan Student Financial Aid - Merit Scholarship	**9,250**	8,875
SaskEnergy	**8,228**	3,363
SaskPower	**84,533**	74,209
SaskTel	**58,508**	30,351
Saskatchewan Institute of Applied Sciences and Technology	**40,681**	111,928
Southeast Education Foundation	**129,757**	22,912
Workers' Compensation Board	**17,828**	31,050
SGI	**5,885**	37,659
University of Regina	**1,421**	-

Significant accounts payable to related parties as at June 30/12:

	2012	2011
	$	$
Saskatchewan Ministry of Government Services	**10,983**	2,500
Southeast Education Foundation	**69,000**	130,000
SaskPower	**1,535**	3,300
Saskatchewan Ministry of the Economy	**4,827**	-
Saskatchewan Institute of Applied Sciences and Technology	**1,379**	5,944
SaskTel	**7,600**	-

Southeast Regional College
Notes to the Financial Statements

FOR THE YEAR ENDED JUNE 30, 2012

Significant accounts receivable from related parties, with the exception of Saskatchewan Advanced Education, Employment and Immigration receipts that are detailed in Schedule 1, as at June 30/12:

	2012	2011
	$	$
Apprenticeship and Trade Certification Commission	**1,300**	3,030
Saskatchewan Regional Colleges	**8,030**	2,838
Saskatchewan Institute of Applied Sciences and Technology	**16,642**	4,429
SaskPower	**11,785**	16,392
Southeast Education Foundation	**68,813**	129,757
SaskTel	**390**	35,510
SGEU	**-**	2,526
Workers Compensation Board	**22,000**	787

10. FINANCIAL INSTRUMENTS

Effective July 1, 2007, the College adopted the recommendations of the Canadian Institute of Chartered Accountants (CICA) Handbook Section 3855—Financial Instruments—Recognition and Measurement. Under these new standards, all financial assets and financial liabilities must be identified and classified. This classification determines how each financial instrument is measured. The College's financial instruments and their classification are as follows:

Financial Instrument	Classification
Cash	Held for trading
Accounts receivable	Loans and receivables
Temporary investments	Held for trading
Accrued salaries and benefits	Other liabilities
Accounts payable and accrued liabilities	Other liabilities
Unearned revenue	Other liabilities

Held for trading financial assets and liabilities are measured at fair value. Changes in the fair value are recognized in the Statement of Operations and Changes in Net Assets. Loans and receivables and other financial liabilities are measured at amortized cost. Due to their short term nature, the amortized cost of these instruments approximates their fair value. This change in accounting policy did not have a significant impact on the College's financial statements at the time of adoption.

Effective July 1, 2008, the College adopted CICA Handbook sections 3862—Financial Instruments—Disclosure, and 3863—Financial Instruments—Presentation. Section 3862 provides standards for disclosure of the risks arising from financial instrument to which the College is exposed, and how the risks are managed by the College. Section 3863 provides standards for the presentation of financial instruments and non-financial instrument derivatives. Neither of these changes in accounting policy had a significant impact on the College's financial statements at the time of adoption.

Southeast Regional College
Notes to the Financial Statements

FOR THE YEAR ENDED JUNE 30, 2012

11. FINANCIAL INSTRUMENTS RISKS

The College as part of its operations carries a number of financial instruments. It is management's opinion that the College is not exposed to significant interest, currency or credit risks arising from these financial instruments except as otherwise disclosed.

CREDIT RISK

The College is exposed to credit risk from non-payment of accounts receivable. Credit risk is minimal for amounts due from Saskatchewan Advanced Education and other amounts due from the Provincial Government. All other receivables are reported at estimated net realizable value.

12. PENSION PLANS

Employees of the College are members of the Teachers' Superannuation Plan, the Saskatchewan Teachers Retirement Plan or a defined contribution plan established by the Southeast Regional College. The College's obligations under these arrangements are limited to matching employee's contributions of the defined contribution plan established by the Southeast Regional College. Pension contributions for 2012 totaled $187,230 (2011–$186,624).

13. LEASE COMMITMENTS

The College has obligations for leases of office equipment and premises. Future minimum payments for the next five years total $2,515,217 with the following annual payments:

Year	$
2012-13	571,110
2013-14	541,282
2014-15	489,467
2015-16	481,374
2016-17	431,984

14. CORRECTION OF AN ERROR

During the year, the College determined that a prior year externally restricted capital grant was improperly deferred resulting in an understatement of revenue, an overstated deferred revenue and an understatement of closing restricted funds. As per the College's revenue recognition policies the grant should have been included in revenue when received. The retroactive application of this correction of an error has increased prior year revenue and closing restricted funds by $1,714,428 and decreased the closing deferred revenues by the same corresponding amount.

Southeast Regional College
Notes to the Financial Statements

FOR THE YEAR ENDED JUNE 30, 2012

15. CONTROLLED AND RELATED ENTITIES

The Southeast Regional College controls the Southeast Education Foundation but the financial information of the related entity has not been reported on a consolidated basis in these statements. Therefore, per Section 4450, paragraph 22, of the CICA handbook the following information, as at June 30, 2012, has been disclosed for the Southeast Education Foundation.

Total Assets	$204,902
Liabilities	68,462
Net assets	136,440
Revenues	196,806
Expenses	140,006
Cash flows, operating	62,108
Cash flows, financing	0
Cash flows, investing	(65)
Restricted funds, endowment	0
Restricted funds, community chest	0

Accounting policies of the related entity are the same but the yearend statements of the Southeast Education Foundation are reviewed, not audited, by Dillon, Hillstead, Melanson, CGA Professional Corp., an unrelated firm to those that audit Southeast Regional College.

16. COMPARATIVE FIGURES

Certain comparative figures have been reclassified to conform with current year presentation. The prior year figures were prepared by another accountant.

Southeast Regional College
Schedule of Operating Fund Revenues by Function

FOR THE YEAR ENDED JUNE 30, 2012

	2012				
	General	Skills Training		Basic Education	
		Credit	Non-credit	Credit	Non-credit
Provincial Government					
Saskatchewan Advanced Education					
Base grant	$ 3,325,300	$ -	$ -	$ -	$ -
Program payments	-	1,193,209	-	1,670,186	-
Other	53,325	75,000	-	-	-
	3,378,625	1,268,209	-	1,670,186	-
Other Provincial	202,340	-	-	-	-
	3,580,965	1,268,209	-	1,670,186	-
Federal Government					
Projects	-	33,275	-	46,953	-
Other Revenue					
Admin recovery	-	-	-	-	-
Contracts	-	448,257	75,167	6,153	20,150
Interest	81,536	-	-	-	-
Rents	22,524	-	-	-	-
Resale items	740	419,201	14,999	1,131	3,425
Tuitions	-	2,310,709	97,313	410	4,060
Other	130,564	-	-	-	-
	235,364	3,178,167	187,479	7,694	27,635
Total revenues	3,816,329	4,479,651	187,479	1,724,833	27,635
Total expenses *(Schedule 2)*	4,352,457	3,441,797	90,107	1,746,788	12,488
Excess (deficiency) of revenues over expenses	$ (536,128)	$ 1,037,854	$ 97,372	$ (21,955)	$ 15,147

Schedule 1

2012			**2012**	2012	2011
University	Services			Budget *(note 8)*	
Credit	Learner Support	Counsel	**Total**	Total	Total
$ -	$ -	$ -	**$ 3,325,300**	$ 3,293,000	$ 3,242,305
-	-	-	**2,863,395**	2,991,642	2,493,204
-	-	109,593	**237,918**	246,269	198,113
	-	109,593	**6,426,613**	6,530,911	5,933,622
-	-	-	**202,340**	-	137,869
-	-	109,593	**6,628,953**	6,530,911	6,071,491
-	-	-	**80,228**	-	49,440
-	-	-	-	-	-
-	-	-	**549,727**	257,260	461,071
-	-	-	**81,536**	23,600	147,156
-	-	-	**22,524**	18,425	22,256
10,509	-	-	**450,005**	424,069	415,926
183,602	-	-	**2,596,094**	3,460,652	2,276,105
-	-	-	**130,564**	13,752	159,730
194,111	-	-	**3,830,450**	4,197,757	3,482,244
194,111	-	109,593	**10,539,631**	10,728,668	9,603,175
189,169	-	457,063	**10,289,867**	11,209,932	9,260,268
$ 4,942	$ -	$ (347,470)	**$ 249,764**	$ (481,263)	$ 342,907

Southeast Regional College
Schedule of Operating Fund Expenses by Function

FOR THE YEAR ENDED JUNE 30, 2012

	2012				
	General	Skills Training		Basic Education	
		Credit	Non-credit	Credit	Non-credit
Agency contracts	$ (48,768)	$ 1,439,801	$ 62,582	$ 25,010	$ 1,313
Equipment	111,401	116,008	2,700	54,891	-
Facilities	432,212	132,420	22	101,722	-
Information technology	221,381	38,120	-	32,706	-
Operating *(Schedule 3)*	1,028,634	688,363	21,737	271,714	751
Personal services	2,607,597	1,027,085	3,066	1,260,745	10,424
	$ 4,352,457	$ 3,441,797	$ 90,107	$ 1,746,788	$ 12,488
			$ 3,531,904		$ 1,759,276

Schedule 2

2012			**2012**	2012	2011
University	Services			Budget *(note 8)*	
Credit	Learner Support	Counsel	**Total**	Total	Total
$ 176,041	$ -	$ 32,611	**$ 1,688,590**	$ 1,939,776	$ 1,478,198
-	-	2,600	**287,600**	445,420	406,067
-	-	-	**666,376**	834,305	474,510
-	-	1,403	**293,610**	277,948	171,351
13,128	-	34,015	**2,058,341**	2,325,087	1,826,890
-	-	386,434	**5,295,351**	5,387,396	4,903,252
$ 189,169	$ -	$ 457,063	**$ 10,289,867**	$ 11,209,932	$ 9,260,268
		$ 457,063			

Southeast Regional College
Schedule of Operating Expenses

Schedule 3

FOR THE YEAR ENDED JUNE 30, 2012

	2012	2012 Budget *(note 8)*	2011
	Total	Total	Total
Advertising	**$ 300,463**	$ 281,837	$ 293,674
Association fees and dues	**39,144**	42,650	36,246
Bad debts	**3,258**	40,811	40,322
Financial services	**24,264**	10,970	19,481
In-service	**86,869**	132,025	74,077
Insurance	**62,693**	102,200	47,067
Materials and supplies	**419,261**	399,756	323,421
Printing and copying	**33,925**	46,300	30,372
Professional services	**276,081**	471,908	162,307
Resale items	**418,228**	387,681	368,709
Subscriptions	**1,753**	2,780	1,594
Telephone and fax	**87,062**	69,017	86,201
Travel	**217,771**	287,992	214,293
Other	**87,568**	49,160	129,126
	$ 2,058,341	$ 2,325,087	$ 1,826,890

Glossary of Terms

CASUAL STUDENT: is defined as one who is taking courses within a program group that collectively total less than 30 hours of scheduled class time.

COMPLETERS: students who remained to the end of the program.

FULL LOAD EQUIVALENTS (FLE): is defined as the total participant hours divided by the accepted full-load equivalent factor for a program group. Full Load Equivalents are calculated as follows:

BE Credit: 1 FLE = 900 participant hours

BE Non-Credit: 1 FLE = 420 participant hours

Institute Credit: 1 FLE = 900 participant hours

Industry Credit: 1 FLE = 240 participant hours

Non-Credit: 1 FLE = 240 participant hours

University: 1 FLE = 390 participant hours

GRADUATES: students who completed all course requirements resulting in certification of training by a recognized body.

FULL-TIME STUDENT: is defined as one who is taking courses that collectively require a minimum of 18 hours of scheduled class time per week for a minimum period of 12 weeks. There are two exceptions to this definition:

(a) for Apprenticeship and Trade: a complete level (depending on the trade) is required; and

(b) for university courses: a minimum of 216 hours of scheduled class time for the academic year.

PARTICIPANT HOURS: is defined as the total time (in hours) all students are actively involved in a program (courses) of study.

PART-TIME STUDENT: is defined as (a) one who is taking courses of less than 12 weeks duration, even if they collectively require more than 18 hours of scheduled class time per week; or (b) one who is taking courses that are at least 12 weeks in duration but collectively require less than 18 hour of scheduled class time per week.

PROGRAM DELIVERY CENTRE: an established entity (campus, learning centre, office) that coordinates the delivery of programs and courses of a defined geographic area within the College region.

PROGRAM GROUPS:

Institute Credit–education and training which leads to a credential, i.e. certificate, diploma, degree; from a recognized credit-granting institution.

Industry Credit–education and training which leads to a credential that is recognized by an industry association or sector, regulatory body or licensing agency.

Non-Credit–education and training that does not result in credentials or certification but meets the specific needs identified for an industry(s), group(s), firm(s) or sector(s) or leads to or enhances a person(s)/group(s) employability or enhances community and/or social development or develops hobby, leisure and recreation skills.

Basic Education Credit–academic skills development that leads to certification at a grade 10 or 12 level or prepares individuals to write the GED exams.

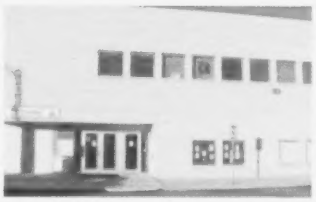
Basic Education Non-credit–enhances an individual's reading, writing, and numeracy skills or develops personal and life skills necessary for employment activities or teaches English as another language.

STUDENT ENROLLMENTS: total number of unique students enrolled in program session(s) or course(s) within program.

Campus Locations

Administration Office
#8–4th Street
Box 1565, Weyburn, SK
S4H 0T1
Tel: 848-2500
Fax: 848-2524

Assiniboia Campus
Prince of Wales Building
201 Third Avenue West
Box 1059, Assiniboia, SK
S0H 0B0
Tel: 642-4287
Fax: 642-3397



Estevan Campus &
Saskatchewan Energy
Training Institute
532 Bourquin Road
Box 5000-130, Estevan, SK
S4A 2V6
Tel: 634-4795
Fax: 637-5225

Indian Head
Basic Education Centre
708 Otterloo Street
Box 248, Indian Head, SK
S0G 2K0
Tel: 695-2228
Fax: 695-2226

Moosomin Campus
610 Park Avenue
Box 1457, Moosomin, SK
S0G 3N0
Tel: 435-4631
Fax: 435-4639

Weyburn Campus
629 King Street
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Tel: 848-2500
Fax: 848-2517

Whitewood
Learning Centre
708 5th Avenue
Box 250, Whitewood, SK
S0G 5C0
Tel: 735-5263 *(Aboriginal Consultant)*
Fax: 735-2999

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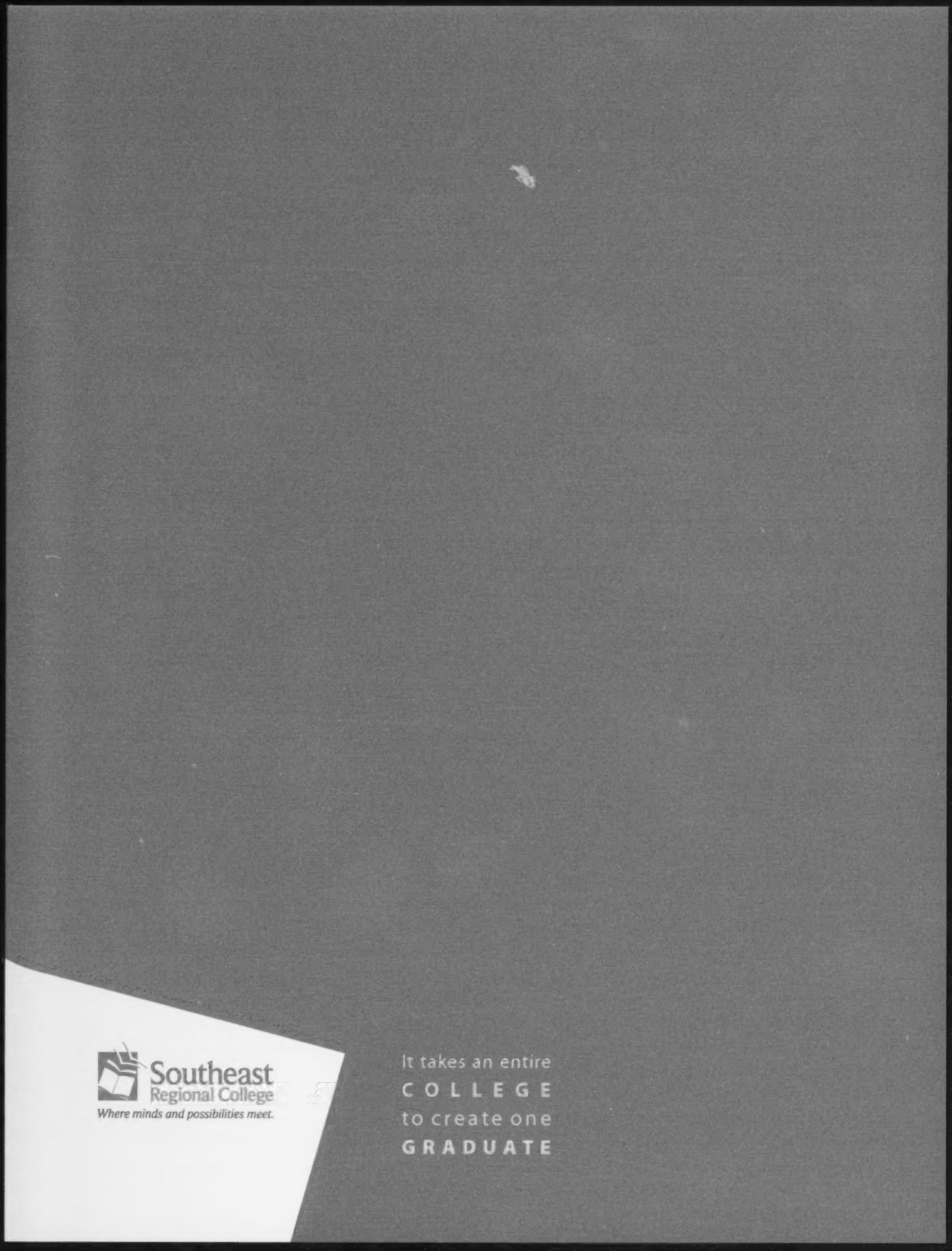
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